



Financial Management Section
Missouri Department of Elementary and Secondary Education
P.O. Box 480, Jefferson City, MO 65102-0480
Title I Comparability of Services
Detailed School Data Worksheet Pupil/Teacher Ratio, Step 2a

School District Name and Grade Span	County-District Code
<div><input type="checkbox"/> Elementary <input type="checkbox"/> Intermediate/Middle <input type="checkbox"/> Junior High <input type="checkbox"/> High School</div>	

NOTE: Directions are on back of form. Complete this report for each group of schools having similar enrollment sizes and similar grade spans. Make copies of this form as needed.

TITLE I SCHOOLS:						
1	2	3	4	5	6	7
Title I School Name	Actual Grade Span	Pupils Enrolled	Non-Federal FTE Staff	Pupil/Teacher Ratio (Col. 3/ Col. 4)	F/R Lunch Poverty Percentage	Comparable (Yes or No)

NON-TITLE I or Comparison Group Schools: (If all attendance areas for this grade span are Title I, the LEA may establish a comparison group using the attendance areas with the lowest percentage of children from low-income families.)						
1	2	3	4	5A	5B	6
Non-Title I School or Comparison Group Schools	Actual Grade Span	Pupils Enrolled	Non-Federal FTE Staff	Average Pupil/Teacher Ratio (Col 3 / Col. 4)	5A multiplied by 110%	F/R Lunch Poverty Percentage
Totals:						

Compare the entries in Columns 5 for each school to the figures in Column 5B of the non-Title I Schools or Comparison Group schools respectively. If an entry in Column 5 is more than an entry in Column 5B, adjustments in either staff assignments OR enrollment must be made in attendance centers which are not comparable. See instructions for additional flexibility.

**Directions for Completing the Detailed School Data Worksheet
Comparability Report, Step 2a
Comparison of Pupil/Teacher Ratios**

Complete this report for each group of schools having similar enrollment sizes and similar grade spans.

TITLE I SCHOOLS:

This worksheet checks comparability based on Pupil/Teacher Ratio.

Column 1 Enter the name of each Title I school.

Column 2 Indicate the actual grade span of each Title I school.

Column 3 Record the actual enrollment in each school from the Building Level Worksheet, Part A.

Column 4 Enter the total full-time equivalency of teaching staff serving each school to the nearest tenth from the Building Level Worksheet, Part B, Column 3.

Column 5 Divide column 3 by column 4. Express result to the nearest tenth.

Column 6 Enter the free and reduced lunch poverty percentage for each school.

Column 7 Compare the entries in Column 5 to the figure in Box 5B. If an entry in Column 5 is more than the entry in Box 5B, the district is not in compliance.

NON-TITLE I OR COMPARISON GROUP SCHOOLS:

(If all attendance areas for this grade span are Title I, the LEA may establish a comparison group using the attendance areas with the lowest percentage of children from low-income families.)

Column 1 Enter the name of each non-Title I or comparison group school.

Column 2 Indicate the actual grade span of each non-Title I or comparison group school.

Column 3 Record the actual enrollment in each school from the Building Level Worksheet, Part A.

Column 4 Enter the total full-time equivalency of teaching staff serving each school to the nearest tenth from the Building Level Worksheet, Part B, Column 3.

Column 5A Divide column 3 by column 4. Express results to the nearest tenth.

Column 5B Multiply 5A by 110%. Enter result to the nearest tenth.

Column 6 Enter the free and reduced lunch poverty percentage for each school.

Compare the entries in Column 5 for each school to the figure in Box 5B of the non-Title I or comparison group schools respectively. If an entry in Column 5 is more than the entry in Box 5B, the district is not in compliance. If the district is not in compliance, they may make adjustments in either staff assignments OR enrollment to meet the comparability requirements. Districts are encouraged to meet the comparability requirements on teaching staff only. However, to allow for some flexibility, if the district is not in compliance using teachers only, we will allow the district the opportunity to demonstrate compliance by using a prorated percentage for paraprofessionals. The paraprofessional will be prorated at 40% of their F.T.E. The district would have to document which classroom teacher the paraprofessional assists, that their duties are instructional, and that the paraprofessional meets the minimum qualifications as outlined in MSIP Standard 2.1.